



STATE OF CONNECTICUT

DEPARTMENT OF EDUCATION



EMPLOYMENT OPPORTUNITY

TALENT OFFICE

BUREAU OF EDUCATOR EFFECTIVENESS & PROFESSIONAL LEARNING

ASSOCIATE EDUCATION CONSULTANT

EDUCATION CONSULTANT

(Two positions available)

Open to: The Public

Location: 165 Capitol Avenue, Hartford, CT 06106

Hours: 8:30 a.m. – 4:30 p.m.

Job Posting # 811 / 62856, 74426

Salary Range: Associate Education Consultant - \$84,350 - \$108,409*

Education Consultant - \$91,469 - \$116,854*

Closing Date: January 17, 2014

* New hires to state employment start at the minimum of the above salary range.

The Connecticut State Department of Education is currently recruiting for two Associate Education Consultant or Education Consultant positions within the Bureau of Educator Effectiveness & Professional Learning. *The selected candidate's credentials will determine the job classification.*

GENERAL STATEMENT OF DUTIES:

An opportunity for an education professional to provide leadership and technical assistance in the area of educator evaluation and professional learning for public school districts. Key responsibilities will include developing policy and procedures regarding the new teacher and administrator evaluation and support system being rolled out in all Connecticut public school districts in 2013-2014, providing technical assistance to districts/schools, coaching district/school leaders about the implementation of the educator evaluation and support system, and collaboration with colleagues, stakeholders and partners to achieve effective implementation of this new system. Responsibilities and assignments may change to meet department needs.

EXAMPLE OF DUTIES:

- Support schools and districts to monitor implementation of new teacher and administrator evaluation and support systems;
- Develop and deliver training to school and district administrators and teachers;
- Monitor audit implementation of Connecticut's educator evaluation and support system;
- Prepare state reports, grant applications, budgets, and contracts;
- Assist with the development of professional learning systems, structures and practices (specifically on-line; blended learning);
- Identify and disseminate best practices and models that evolve from the new educator evaluation and support system; and

- Perform other duties and special assignments as requested by the Division Director or Chief Talent Officer.

QUALIFICATIONS

Knowledge, Skill and Ability:

Candidates should have knowledge of public K-12 education systems and personnel; K-12 school-based administration; state standards for teachers and administrators; evaluation methodologies; knowledge of policy and procedure development; knowledge of adult learning theory and design and implementation of professional learning; knowledge of state laws governing the evaluation of public educators; ability to facilitate and contribute to small and large group meetings and individual discussions through interpersonal and communication skills and professional knowledge; and ability to develop and maintain cooperative working relationships.

Minimum Experience and Training Required:

Education Consultant: An earned advanced degree and eight (8) years of relevant professional K-12 experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

Associate Education Consultant: An earned advanced degree and five (5) years of relevant professional K-12 experience or in lieu thereof, an equivalent combination of experience and training as approved by the appointing authority.

Preferred Experience and Training:

An advanced degree in the field of education, K-12 school/district administrative experience, and demonstrated skills in oral and written communication, decision-making, and delivering presentations. Candidates should indicate a record of successive advancements. Candidates should demonstrate familiarity with state laws concerning educator evaluation; expertise in policy and procedure development; expertise in developing professional learning opportunities for adult learners; and the ability to communicate and work cooperatively with persons in the department and in the field concerning the evaluation of educators.

APPLICATION PROCEDURE:

Interested candidates should reference announcement #811, submit a letter of application and resume with details of experience and training, three (3) current professional references and an Application for Examination or Employment (CT-HR-12) which may be obtained from the Department of Education website at <http://www.sde.ct.gov> to: **Dr. Sarah Barzee, Chief Talent Officer, Talent Office, State Department of Education, 165 Capitol Avenue, Hartford, CT 06106, Tel# (860) 713-6806.** **All required documents must be received by close of business on the closing date to be considered for interview.**

Closing date for applications: **January 17, 2014**

Anticipated date for employment: **Immediate upon selection**

The Connecticut State Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Connecticut State Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of **race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws.** The Connecticut State Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction and provides equal access to school facilities and school premises to Boy Scouts and other designated youth groups. Inquiries

regarding the Connecticut State Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, Connecticut State Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

AN EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

#811
12/27/13